



# Clark County Regional Support Network Policy Statement

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**Policy No.:** QM14  
**Policy Title:** Vulnerable Adult Abuse and Reporting  
**Effective Date:** September 01, 2004

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**Policy:** When there is reasonable cause to believe that abandonment, abuse, financial exploitation, or neglect of a vulnerable adult has occurred, mandated reporters who are employed by PIHP contracted providers shall immediately report to the Washington Aging and Disability Services Administration Department. When there is reason to suspect that sexual or physical assault has occurred or there is reasonable cause to believe that an act has caused fear of imminent harm, mandated reporters shall immediately report to the appropriate law enforcement agency and to the Department as provided in RCW 74.34.035.

Mandated reporters are not required to report to a law enforcement agency, unless requested by the injured vulnerable adult or his/her legal representative or family member, an incident of physical assault between vulnerable adults that causes minor bodily injury and does not require more than basic first aid, unless:

the injury appears on the back, face, head, neck, chest, breasts, groin, inner thigh, buttocks, genital or anal area; there is a fracture; there is a pattern of physical assault between the same vulnerable adults or involving the same vulnerable adults or; there is an attempt to choke a vulnerable adult.

**Reference:** WAC 388-865, RCW 74.34.035, RCW 246-810-040, Aging and Disability Services Adult Protective Services Definitions

**Definitions:**

*Vulnerable Adults* are defined as: a person 60 years of age or older who lacks the functional, physical, or mental ability to care for him or herself; an adult with a developmental disability per RCW 71A.10.020; an adult with a legal guardian per RCW 11.88; an adult living in a long-term care facility (an adult family home, boarding home or nursing home); an adult living in their own or family's home receiving services from an agency or contracted individual provider; or an adult self-directing their care per law (RCW 74.39.050).

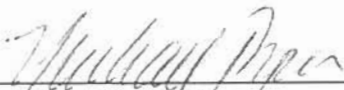
*Mandated Reporters* are defined as employees of a mental health agency or any other care provider.

**Procedure:**

1. Each PIHP contracted provider shall have a policy and procedure for the reporting of neglect or abuse.
2. All agency employees shall be informed of the agency policy.
3. Evidence that each employee has been informed of the policy and their reporting responsibilities shall be retained in their personnel file.

4. Each policy for the reporting of vulnerable adult abandonment, abuse, financial exploitation or neglect should at a minimum address the following points:
- a) That the report shall be made at the first opportunity, but in no case longer than forty-eight hours after there is reasonable cause to believe that the vulnerable adult has suffered abuse or neglect.
  - b) That the report should be made to a law enforcement agency or the Department of Social and Health Services.
  - c) That the report can be made orally by telephone and, upon request, shall be followed by a report in writing.
  - d) That such reports must include the following:
    - i) The name and address of the person making the report
    - ii) The name and address of the vulnerable adult and the name of the facility or agency providing care for the vulnerable adult
    - iii) The name and address of the legal guardian or alternate decision maker
    - iv) The nature and extent of the abandonment, abuse, financial exploitation, neglect or self-neglect
    - v) The identity of the alleged perpetrator if known
    - vi) Other information that may be helpful in establishing the extent of abandonment, abuse, financial exploitation, neglect or the cause of death of the deceased vulnerable adult
    - vii) Unless there is judicial proceeding or the person consents, the identity of the person making the report under this section is confidential
  - e) That a record of the report must be clearly documented in the consumer's record.

Approved By: \_\_\_\_\_



**Michael Piper, Director  
Clark County  
Department of Community Services**

Date: \_\_\_\_\_

10-7-2004